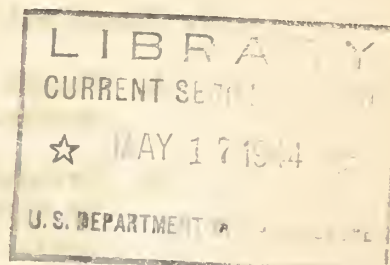


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Ad6FmUNITED STATES DEPARTMENT OF AGRICULTURE
Soil Conservation ServiceFIELD MEMORANDUM SCS #997-A
(Supersedes Field Memorandum
SCS #997)Re: Policy and procedure for
the disposal of forest
products on LU projects.

Date: May 10, 1944

TO ALL RANKING FIELD OFFICIALS:
(Except officers not having
LU responsibilities)

(1) General Policies and Objectives

Sustained yield management, together with forestry measures, designed to build up to a practical maximum both the quantity and quality of forest products, while at the same time providing products for domestic needs and as much utilization as possible by local families in need of additional income, is the goal of forest management on LU projects.

In order that local people can best make use of the opportunity to harvest forest products under permits, it is necessary for Service personnel to keep informed about markets so that they can help permittees sell their products to best advantage.

(2) Plans

These forest resources will be handled according to the provisions of an approved preliminary use plan or a forest management plan.

(a) Preliminary Use Plan

The first steps in good forest management often consist of salvage operations that will benefit the growing stock. These may be thinning, removal of undesirable trees as covered by the term improvement cutting, or salvage of windblown or other trees subject to rapid deterioration if not cut.

Under these conditions systematic cutting of all or part of the forested area, guided primarily by good timber management needs, can be done. This will be known as the preliminary use plan. Pending the accumulation of additional information, such a plan may suffice even where naval stores or other forms of forest harvesting are involved. Such a plan may be approved for a period of five years if needed, and this may be extended to cover an additional five years, if desirable.

The essentials of the preliminary use plan are:

- I. A general statement of forest conditions that justify proposed operations.
- II. Extent and kind of operations proposed.
 - A. Forest management guides (marking rules, cutting cycles, etc.)
 - B. Estimate of volume to be cut, turpentine faces to be operated or material to be harvested by customary units.
 - C. Descriptions of units to be offered for sale within the period of the plan and their priorities.
 - D. Plans for selling, scaling, protection of turpentine faces, use, price, payments, marking, brush disposal, etc.
 - E. General policy with respect to disposal of forest products, such as sale authorizations, priority of buyers, size of sales, etc.

(b) Forest Management Plan

Where there is need for harvest cuttings as contrasted to improvement cuttings, or when a preliminary use plan is not adequate, a forest management plan will be required.

(3) Sales

(a) Methods

I. Permits

Forest products may be disposed of by permits issued to local people in amounts not exceeding \$500 to any individual to meet domestic needs, to provide supplementary income needed by the permittee, or to dispose of small units for which an advertised sale is not practical.

- A. Priority in Distribution of Permits will be as follows:
 - 1. For domestic use to low-income families living within or near the project area,
 - 2. For domestic use to other than low-income families within or near the project area.
 - 3. For providing supplementary income needed by applicants living within or near the project area.
 - 4. For other purposes.
- B. All permits must conform to an approved Schedule of Rates.
- C. Permits will not be issued in any case to avoid advertising. Repeat permits which exceed \$500 in total in any 12 months' period will not be made except under special circumstances and with the approval of the Regional Chief of Operations.
- D. No permit may be issued to any person who is on the payroll of an operator as a laborer, truck driver, equipment operator, or in any other capacity when it is evident that the applicant is acting as a go-between for his employer who would actually harvest the forest products.
- E. No forest products permit may be assigned. If the permittee cannot carry out the provisions of the permit, his permit will be terminated.
- F. Trees cut in connection with the project improvement program and those cut illegally may be disposed of by permit under the above procedure.

II. Advertised Sales

- A. Forest products scheduled for disposal in excess of those to be disposed of under permit (See (3) (a) I) will be advertised for sale and sold to the highest qualified bidder. Each proposed sale will be approved by the Regional Chief of Operations before advertising.
- B. Service representatives should encourage local small operators to bid on advertised forest products by:
 - 1. Providing for as many small sales suitable for harvest by local operators as may be practical.

2. Including a number of small sales in one advertisement and advertise as frequently as necessary to provide opportunity for local operators to work effectively.
3. Allowing sufficient time for commencement and completion of the operation.
4. Permitting bidders to qualify their bids as to the number of items they will accept.
5. Keeping the performance deposit low by providing for frequent payments and close supervision.
6. Informing local operators of the procedure so that they may bid with confidence.

III. Negotiated Sales

If no satisfactory bids are received in response to a formal advertisement, the products may be sold by negotiated sale to local operators or others under the advertised conditions, (using the advertised sale contract) at the best price obtainable, which must be not less than the estimated value, and must be more than any bid price that was rejected.

(b) Forms

- I. The Special Use Permit (Form SCS-39) will be used when a permit is granted for the cutting of forest products.
- II. The Short Form Timber Sale Contract () will be used for cutting timber, pulpwood, and other wood products that have been advertised in accordance with Service procedures.
- III. If any other form of agreement is necessary as a result of advertising turpentine leases or disposal of other forest products, the Land Management Division should be requested to provide a suitable form of agreement.

(c) General Conditions

As a general policy, no forest products shall be harvested before payment is made.

If it is not possible for the permittee to pay the entire amount before the harvesting or cutting begins, arrangements may be agreed upon to harvest or cut and pay by installments after

harvesting or cutting. Final payment for the amount of the last harvest or cut may be made after the operation is completed.

Each permit and sale contract shall specify when and how payments are to be made.

In all cases, forest products must be paid for before they are removed from Government lands, or the place designated by the officer in charge of a project.

Permits should be worded so as to provide for the payment of the amount actually harvested, which may be somewhat less than the permit authorizes. The amount permitted to be harvested or cut should be stated, for example, as "not to exceed 100 cords." Then, if only 98 cords are actually cut, payment will be made for 98 and not 100 cords.

Cases will arise when a permit is overcut. An overcut may be covered by the issuance of an additional permit at the discretion of the Project Conservationist if it will not increase the total sales of forest products to the permittee to more than the \$500 limit on permit sales, or at the discretion of the Regional Conservator if it will cause the \$500 limit to be exceeded. Any excess harvested not covered by a permit will be left on the ground for disposal by the Government.

Forest products will be sold for the highest use for which they are merchantable, by the thousand board feet, cord, piece, or other appropriate unit.

Every permit or contract shall include a provision that each operator or employee will be required to fight fires within stated distances (usually 2 miles) from his sale area, free of charge when called upon by a project officer.

Unit or method of measurement shall be stated in the permit or sale contract. The Service prefers that sawlogs shall be scaled through the use of Scribner's Decimal C or International 1/4-inch Log Rule, and lumber by mill tally whenever possible. If these rules are not acceptable in a locality, any rule in common use that is fair to the permittee and the Government may be used.

Forest products shall be measured before they are removed from Government land or other appropriate place designated by the Project Conservationist.

Wildlife, recreational, and watershed values shall be amply safeguarded in the disposition and removal of any forest products.

Monument or witness trees shall not be cut or injured.

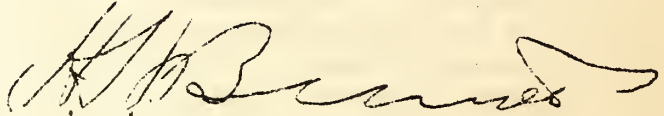
(4) Fuelwood.

Unit of Measurement: The unit of measurement for fuelwood will be the Standard Cord of 128 cu. ft. or fraction thereof.

Charges: The charges established for the cutting of fuelwood shall represent the value of fuelwood stumpage in the area. Schedules authorizing the issuance of fuelwood permits at no charge should be approved only where special circumstances justify.

(5) Regional Policies, Procedures, and Delegations

The Regional office shall issue in conformity with the contents of this Memorandum, such regional policies, procedures, and delegations of authority as may be necessary to carry out the provisions of this Memorandum.

A handwritten signature in dark ink, appearing to read "H. B. Brundage", with a long, sweeping horizontal stroke at the end.

Chief